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# THE ANDHRA PRADESH GAZETTE

PART-I EXTRAORDINARY  
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HYDERABAD, SATURDAY, MAY 23, 2009.

## NOTIFICATIONS BY GOVERNMENT

—X—

LABOUR EMPLOYMENT TRAINING AND FACTORIES DEPARTMENT

(OP)

ARTICLES OF CHARGES FRAMED AGAINST Smt. D. PRAVEENA, A.S.O., L.E.T & F DEPARTMENT.

[G. O. Rt. No.14, Labour Employment Training and Factories (OP), 2nd January, 2009.]

It is proposed to hold an enquiry against Smt.D.Praveena, A.S.O, L.E.T & F Department in accordance with the procedure laid down in Rule.20 of the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules,1991.

2. The substance of the imputations of misconduct or misbehaviour in respect of which the inquiry is proposed to be held is set out in the enclosed statement of articles of charges (Annexure-I). A statement of imputations of misconduct or misbehaviour in support of each article of charge is enclosed by whom, the articles of charge are proposed to be sustained are also enclosed. (Annexure III and IV)

3. Smt. D.Praveena, A.S.O, is directed to submit within 10 days of the receipt of this order, a written statement of her defense.

4. Smt. D.Praveena, A.S.O is informed that an inquiry will be held in respect of those articles of charge as are not admitted. She should, therefore, specifically admit or deny each article of charge.

5. Smt. D.Praveena, A.S.O is further informed that if she does not submit her written statement of defense on or before the date specified in para 3 above or otherwise fails or refuses to comply with the provisions of Rule.20 of Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules,1991 or the orders/directions issued in pursuance of the said rules, the Inquiring Authority may hold the inquiry against her ex parte.

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6. Attention of Smt. D.Praveena, A.S.O is invited to Rule.24 of the A.P.Civil Services (Conduct) Rules, 1964, under which no Government servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further her interest in respect of matters pertaining to her service under the Government. If any representation is received on her behalf from another person in respect of any matter dealt with these proceedings it will be presumed that Smt. D.Praveena, A.S.O is aware of such a representation and that it has been made at her instance and action will be taken against him for violation of Rule.24 of the A.P.Civil Service (Conduct) Rules,1964.

### ANNEXURE - I

Statement of articles of charge framed against Smt. D.Praveena, A.S.O, L.E.T & F Department.

Smt. D.Praveena, A.S.O, joined as T.C.A in L.E.T & F Department on 01-08-1988. She was promoted as A.S.O from the category of T.C.A vide O.O.Ms.No.277/G.A (S.U-II) Department, dt:21-10-1997 and retained as A.S.O in L.E.T & F Department with effect from 22-10-1997 A.N.

Smt. D.Praveena, A.S.O, frequently applied leave on her personal grounds and Government have sanctioned leave as detailed below:-

- 1) ELFP -- 62 days. 13-12-1999 to 12-02-2000.  
(vide O.O.Rt.No.200, L.E.T & F (OP) Department, dt:7-12-1999).
- 2) ELFP -- 60 days. 13-02-2000 to 12-04-2000.  
(vide O.O.Rt.No.16, L.E.T & F (OP) Department, dt:14-02-2002).
- 3) ELFP -- 4 days. 13-04-2000 to 16-04-2000.  
HPL -- 36 days 17-04-2000 to 22-05-2000.  
E.O.L -- 82 days 23-05-2000 to 12-08-2000.  
(vide O.O.Rt.No.47, L.E.T & F (OP) Department, dt:27-04-2000).
- 4) E.O.L -- 2 years. 13-08-2000 to 12-08-2002.  
(vide O.O.Rt.No.28, L.E.T & F (OP) Department, dt:17-03-2001).
- 5) E.O.L -- 2 years. 12-08-2002 to 11-08-2004.  
(vide O.O.Rt.No.105, L.E.T & F (OP) Department, dt:07-09-2002).

The individual in her representation, dt:'nil' received on16-08-2004 has requested to sanction E.O.L for further one (1) year with effect from 13-08-2004 as her presence is required in U.S.A.

The request of Smt. D.Praveena, A.S.O, was examined and she was informed that her request for sanction of further leave from 13-08-2004 to 12-08-2005 is rejected since the total period of her absence is exceeded five years on 13-12-2004 and directed her to join into duty immediately. The said memo was sent to the individual through Air Mail with proper acknowledgement. Since then, no further application has been received from the individual and not reported to join into duty till to date.

As per the orders issued in G.O.Ms.No.260/G.A (Ser.C) Department, dt:04-09-2003 and as per F.R.18, " in all cases of unauthorized absence to duty for a continuous period exceeding 'one year', the penalty of removal from service shall be imposed on the Government employee, after duly following the procedure laid down in the A.P.C.S (CCA) Rules,1991" vide Government Memo. No.544/OP/A1/2004-3, dt:02-02-2005.

In spite of these instructions Smt. D.Praveena, A.S.O, has not turned up to join into duty and remains unauthorized absent and liable for disciplinary action.

### ANNEXURE – II

Statement of imputations of misconduct or misbehaviour in support of the articles of charge framed against Smt. D.Praveena A.S.O, L.E.T & F Department.

Smt. D.Praveena, A.S.O, frequently applied leave on her personal grounds and Government have sanctioned leave as detailed below:-

- 1) ELFP -- 62 days. 13-12-1999 to 12-02-2000.  
(vide O.O.Rt.No.200, L.E.T & F (OP) Department, dt:7-12-1999).
- 2) ELFP -- 60 days. 13-02-2000 to 12-04-2000.  
(vide O.O.Rt.No.16, L.E.T & F (OP) Department, dt:14-02-2002).
- 3) ELFP -- 4 days. 13-04-2000 to 16-04-2000.  
HPL -- 36 days 17-04-2000 to 22-05-2000.  
E.O.L -- 82 days 23-05-2000 to 12-08-2000.  
(vide O.O.Rt.No.47, L.E.T & F (OP) Department, dt:27-04-2000).
- 4) E.O.L -- 2 years. 13-08-2000 to 12-08-2002.  
(vide O.O.Rt.No.28, L.E.T & F (OP) Department, dt:17-03-2001).
- 5) E.O.L -- 2 years. 12-08-2002 to 11-08-2004.  
(vide O.O.Rt.No.105, L.E.T & F (OP) Department, dt:07-09-2002).

Smt. D.Praveena, A.S.O, was last sanctioned E.O.L for two (2) years i.e., from 12-08-2002 to 11-08-2004 vide O.O.Rt.No.105, L.E.T. & F (OP) Department, dated:07-09-2002. Now she has requested to sanction E.O.L for a further one (1) year i.e., from 12-08-2004 to 11-08-2005 as her presence is required in U.S.A.

Smt. D.Praveena, A.S.O, availed ELF/HPL/EOL i.e., 13-12-1999 to 11-08-2004 aggregating to 4 years and 8 months. In the said period she has been availed E.O.L continuously i.e., 4 years and 2 months and 20 days.

Smt. D.Praveena, A.S.O, has further applied leave to sanction E.O.L for one year with effect from 13-08-2004 as she went abroad on private affairs.



The request of Smt. D.Praveena, A.S.O, was examined and she was informed that her request for sanction of further leave from 13-08-2004 to 12-08-2005 is rejected since the total period of her absence is exceeded five years on 13-12-2004 and directed to join in duty immediately. The said memo was sent to the individual through Air Mail with acknowledgement due. Since then, no further application has been received from the individual and she has not reported to join into duty till to date.

In spite of these instructions Smt. D.Praveena, A.S.O, has not turned up to join into duty and remains unauthorized absent and disobeyed the Government instructions there by she contravened the APCS (Conduct) Rules, 1964 and liable for disciplinary action.

### **ANNEXURE - III**

List of documents by which the articles of charge framed against Smt. D.Praveena, A.S.O, L.E.T & F Department are proposed to be sustained.

1. O.O.Rt.No.200, L.E.T & F Department, dt:07-12-1999.
2. O.O.Rt.No.16, L.E.T & F Department, dt:12-02-2002.
3. O.O.Rt.No.105, L.E.T & F Department, dt:07-09-2002.
4. Representation of Smt. D.Praveena, A.S.O, L.E.T & F Department, dt: NIL, received on dt:16-08-2007
5. Government Memo.No.544/OP/A1/2004-3, L.E.T & F Department, dt:02-02-2005.

### **ANNEXURE – IV**

List of witnesses by whom the articles of charge framed against Smt. D.Praveena, A.S.O, L.E.T & F Department are proposed to be sustained.

Smt. Girija, S.O the then S.O in L.E.T & F Department.

**BHANWARLAL,**  
*Principal Secretary to Government.*

To

Smt. D. Praveena,  
C/o Ravindra,  
2933, Waterford Forest Circle,  
Cary, NC.27513,  
U.S.A. (w.e.: Annexure I to IV)

ARTICLES OF CHARGES FRAMED AGAINST Sri MD. YOUSUF, DRIVER, LABOUR EMPLOYMENT TRAINING & FACTORIES DEPARTMENT.

*[G. O. Rt. No. 661, Labour Employment Training and Factories (OP), 28th March, 2009.]*

It is proposed to hold an enquiry against Sri Md.Yousuf, Driver Labour Employment Training & Factories Department in accordance with the procedure laid down in Rule.20 of the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules,1991.

2. The substance of the imputations of misconduct or misbehavior in respect of which the inquiry is proposed to be held is set out in the enclosed statement of articles of charges (Annexure-I). A statement of imputations of misconduct or misbehavior in support of each article of charge is enclosed by whom, the articles of charge are proposed to be sustained are also enclosed. (Annexure III and IV)

3. Sri Md.Yousuf, Driver, is directed to submit within 10 days from the receipt of this order, a written statement of his defense.

4 Sri Md.Yousuf, Driver is informed that an inquiry will be held in respect of those articles of charge as are not admitted. He should, therefore, specifically admit or deny each article of charge.

5. Sri Md.Yousuf, Driver is further informed that if he does not submit his written statement of defense on or before the date specified in para 3 above or otherwise fails or refuses to comply with the provisions of Rule.20 of Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules,1991 or the orders/directions issued in pursuance of the said rules, the Inquiring Authority may hold the inquiry against him ex parte.

6. Attention of Sri Md.Yousuf, Driver is invited to Rule.24 of the A.P. Civil Services (Conduct) Rules, 1964, under which no Government servant shall bring or attempt to bring any political or outside influence to bear upon any superior authority to further his interest in respect of matters pertaining to his service under the Government, If any, representation is received on his behalf from another person in respect of any matter dealt with these proceedings it will be presumed that Sri.Md.Yousuf, Driver is aware of such a representation and that it has been made at his instance and action will be taken against him for violation of Rule.24 of the A.P. Civil Service (Conduct) Rules,1964.

### ANNEXURE - I

Statement of articles of charge framed against Sri. Md.Yousuf, Driver Labour Employment Training & Factories Department.

Article I:- That Sri. Md.Yousuf, Driver, who was attached to the Officer's car bearing No.AHU-4949 without prior permission is in practice to going on leave and causing much inconvenience to the Officers , and that he was on unauthorized absence from 7.8.2006 to 6.11.2006 with out sanction of leave.

Article II:- That Sri. Md.Yousuf, Driver, while working as Driver to the then Deputy Secretary has applied commuted leave for 92 days from 7.8.2006 to 6.11.2006 in two spells as you met with accident and your right leg was fractured . Whereas you are having only (111)days half-pay-leave to the credit .Hence the leave was not sanctioned as there is not enough half-pay leave to your credit .The period was treated as unauthorized .Even after expiry of leave ,no application was received from you nor you reported to duty till today, caused dislocation to Office work and inconvenience to the Officers. .Further you are directed to report to duty vide memo No.7581/OP/A1/06, Labour Employment Training & Factories (OP)Department dt.30.1.2008, but you did not turn up to the above instructions. Sri. Md.Yousuf, Driver even after expiry of leave applied for i.e., from 7.8.2006 to 6.11.2006 has not reported to duty. The period from 7.8.2006 to 6.11.2006 till today is unauthorized absence and thus your action caused dislocation to Office and inconvenience to the Officers. .

### **ANNEXURE – II**

Statement of articles of charge framed against Sri. Md.Yousuf, Driver Labour Employment Training & Factories Department.

Sri. Md.Yousuf, Driver, had applied for medical leave for 92 days on medical certificate in two spells continuously. Both the leave applications were not sanctioned as he is having only (111) days half-pay leave at his credit and he has continued under absence for a total period of 1 year 6 months 21 days

In spite of instructions issued inMemoNo7581/OP/A1/06 ,dt,30.1.2008 directing him to join into duty, Sri. Md.Yousuf, Driver ,has not turned up to join into duty and remained absent unauthorizedly and disobeyed the Government instructions, there by he contravened the APCS (Conduct) Rules,1964 and liable for disciplinary action.

### **ANNEXURE - III**

List of documents by which the articles of charge framed against Sri. Md.Yousuf, Driver Labour Employment Training & Factories Department are proposed to be sustained.

- 1.Leave application of Sri. Md.Yousuf, Driver dated:8-9-2006
- 2.Leaveapplication of Sri. Md.Yousuf, Driver dated:9-10-2006
- 3.Government Memo.No.7581/OP/A1/2006, L.E.T & F Department, dt:30-01-2008.

**ANNEXURE – IV**

List of witnesses by whom the articles of charge framed against Sri. Md. Yousuf, Driver, Labour Employment Training & Factories Department are proposed to be sustained.

-NIL-

**BHANWARLAL,**  
*Principal Secretary to Government.*

To

Sri Md. Yousuf, Driver,  
Door No. 1-11-4-421,  
Bazaar Ghat, Nampally,  
Hyderabad.

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